The long awaited training is finally here! The Indiana Housing and Community Development Authority will offer free workshops to introduce our new Housing and Development Software ("HDS") program. HDS is a user-friendly software program we are pleased to offer to our clients. It will replace our current on-line reporting system. This new program allows owners and/or their management companies to update tenant/unit information, i.e. move-ins, move-outs, and re-certifications along with a few additional features. One of the exciting new features is the ability to upload data from Yardi and the recommended Excel spreadsheet onto the system.

For your convenience you can choose one of four seminars to attend. Don't delay! You want to reserve your seat today.

> WHEN: Tuesday, December 20 at 9:00 a.m. and 1:00 p.m. or
> Wednesday, December 21 at 9:00 a.m. and 1:00 p.m.

> WHERE: Indiana Housing and Community Development Authority
> 30 South Meridian Street, Suite 1000
> Indianapolis, IN 46204

Please return your registration form to Lynn Morrow via fax at (317) 232-7778 or email at lymorrow@ihcda.in.gov.

If you have any questions regarding the workshop, you may contact Lynn Morrow or Kelly Jones at (317) 232-7777.

* * * REGISTRATION * * *

Seating is limited; no more than two persons per company should attend.

Workshop Date:

___ Tues, Dec. 20 (9:00 a.m. – 11:30 a.m.)	___ Tues, Dec. 20 (1:00 p.m. – 3:30 p.m.)
___ Wed, Dec. 21 (9:00 a.m. – 11:30 a.m.)	___ Wed, Dec. 21 (1:00 p.m. – 3:30 p.m.)

Company Name _____

Name of Development _____

Address _____

_____

Phone _____   Email _____

Persons Attending _____